

**UTAH STATE FIRE PREVENTION BOARD  
NOVEMBER 12, 2019 MEETING MINUTES  
PENDING APPROVAL**

**BOARD MEMBERS PRESENT**

Vincent A. Newberg, Board Chair  
Craig Humphreys, Vice Chair  
Brian Cottam  
Eric Miller

David Olsen  
Frank Park  
Mike Phillips  
Jason Poulsen

**BOARD MEMBERS NOT PRESENT**

Jared Larson

**STAFF PRESENT**

Ted Black, Chief Deputy Fire Marshal  
Jana DeMille, Board Secretary  
Shane Cook  
Jon Ritchie

**OTHERS**

Members of the public and the fire service were in attendance at this meeting. The attendance log is kept with the full record of the meeting.

**Item #1,** Board meeting called to order by Board Chair Vincent Newberg. The meeting started at 8:32A.M., at the South Salt Lake City Hall, Council Chambers. Board Member Jared Larson was excused. Chair Newberg recognized Veterans Day and expressed thanks to all members of the military.

**Item #2,** Approval of the September 10, 2019 board meeting minutes. Motion made by Board Member Cottam to approve the September 10, 2019 meeting minutes. Motion seconded by Board Member Humphreys. Motion carried.

**Item #3,** Report to the Board by Chief Scott Spencer, Chair, Utah Fire Service Certification Council.

- Working on updating Firefighter 1 and 2 standards, and Officer 1, 2, 3 and 4. The committees working on these are a combination of full-time and volunteer firefighters so the needs of all firefighters in the State can be met.
- Looking at using the IFSTA test for the Officer 1 and 2, as well as updated skills and standards used for testing.
- The Council had the opportunity to go on a retreat to work on policies and procedures and bring them up to date. There were good discussions and they made good changes. The changes will be voted on at the meeting tomorrow.
- The terms of some council members have ended. Chief Bedont, Chief Stanley, and Fire Marshal Adams will be recognized at tomorrow's meeting for their years of service. Names to fill those slots will soon be presented to the Fire Prevention Board.
- Things are staying busy and going very well with certifications.



**Item #4, Report to the Board by, Chair, Hazardous Materials Advisory Council.**

- Chief Deputy Black advised the board that the Chair of this Council is Cody Barton from Richfield. Mr. Barton will not be travelling from Richfield to make this report, so someone else from the Council will cover.
- SFMO Hazmat Section continues to teach the majority of the Ops classes as a way to ease the budget strain on UFRA. This is a one year commitment that will end in July 2020. With the new curriculum that is coming out, UFRA will teach the initial classes, train the trainer, etc.
- Have sent several people have to Hazmat IC classes in other parts of the country. The Council formed a sub-committee of those who attended those classes to look at holding that training in Utah. In the future, we may also consider some other things like Hazmat Safety Officer.
- FEMA has published their latest draft on hazmat team typing. Typing is required for all hazmat responses outside of the State.
- Envirocare has offered a partnership of private/public training with hazardous materials response and they will take the lead on that. They will do some regional training and will cover the cost.
- Next Council meeting is January 9, 2020.

**Item #5, Report to the Board by Robert Dekorver, Chair, Fire Service Standards and Training Council.**

- The Council last met on November 6. Things are going well.
- The reaccreditation of non-affiliated training programs is going very well. Completed to date are UVU, Bridgerland, and West Valley. Davis Technical should be completed on November 19. We hope to have certificates to issue at the next Fire Prevention Board Meeting.
- Council will be reviewing proposed changes to Administrative Rule R710-10.
- UFRA provided the Council with information on Winter Fire School.
- Meeting schedule for 2020 was approved: January 8, May 6, September 2, and November 4. Meetings are held at 8:30 am at the State Fire Marshal's Office.

**Item #6, Report to the Board by Brad Wardle, Director, UFRA, of the UFRA budget and funding.**

- UFRA and SFMO are working to stabilize the budget situation. While there has been enough money this last year to pay the bills and fill the contract, we would like a sustainable solution for the future. The Board was given a copy of a memo to Senator Wayne Harper (copy filed with the meeting minutes). Sometime in December, Senator Harper will work with UFRA and SFMO on written legislative action. UFRA would like to develop a capital replacement program for props and other things, and also secure ongoing funding for the raises and personnel costs associated with the University each year. Chief Deputy Black added comments on this issue, and suggested that Board Members engage in this process as it progresses. He will work to keep the Board updated on the process via email, etc. Chair Newberg also requested the Board remain actively engaged in this issue, and that direct interaction with local representatives may be appropriate.



- Completed the first “Fire Ops 101” class at UFRA, which is an opportunity to show legislators and council members what is done with the money given to UFRA. It is basically “a day in the life of a firefighter.” This took place on October 9 with five State Legislators, Mayor Kaufusi of Provo, and four councilmembers from Provo. This was a joint operation with Provo City Fire Department in conjunction with Fire Prevention Week. This came about after meeting with Representative Brooks and requesting help with budget funding. Representative Brooks asked what UFRA does with this money, and Fire Ops 101 came about. It was a tremendous success. We will continue to do this annually during Fire Prevention Week and will invite specific legislators each year. Board Member Phillips was there as an instructor.
- Winter Fire School is January 24-25, 2020. Registration opens December 3. Dave Owens from UFRA gave brief information on Winter Fire School. Classes offered can accommodate the new firefighter up to Chief Officer. Along with traditional classes, the emphasis this year will be on the health and mental health of firefighters and taking care of our firefighters.

**Item #7, Report to the Board by Darryl Pranger, UFRA, concerning the audit of UFRA.**

- UFRA was audited two years ago and came through fine. The auditor requested a paper trail showing compliance with the rule stating “the Board shall approve all expenditures exceeding \$50,000.” The auditors want to see that UFRA is receiving the necessary approvals. The necessary approvals are: 1) the State Fire Marshal’s Office is to approve any purchases over \$25,000, and 2) the Fire Prevention Board approves those exceeding \$50,000.
- Mr. Pranger presented a list to the Board showing items that have previously been discussed. Mr. Pranger reviewed this list.
  - The 2016 AFG Grant was for \$224,797, with UFRA having a 15% match of about \$30,000. That money was spent. Also, the 2017 AFG Grant was for \$684,087, with \$500,000 of that being federal money and \$185,000 UFRA’s portion. Those were to replace SCBAs. Because of the cost-savings we obtained through the bidding process, we were able to get two additional compressors with that money.
  - Winter Fire School is subsidized by UFRA with \$150,000. Additional monies come from vendors. Even though this is an ongoing item, auditors want to know FPB is aware.
  - Each year, \$100,000 is set aside for EdTech to help with the development of online courses, videos, and other learning tools.
  - Office remodel at Utah, with original estimate of \$50,000. There was cost overrun and it turned out to be closer to \$70,000.
  - Amount of gas purchased on an annual basis is about \$50,000. Even though the monthly bill is anywhere from \$3,000-7,000, \$50,000 is encumbered each year for gasoline.
  - Items for 2019:
    - UFRA has been purchasing computers to replace the antiquated computers and laptops in the mobile command training center, costing about \$35,000. The SFMO has been notified. UFRA needs written or email confirmation from Fire Marshal’s Office.
    - Winter Fire School for \$150,000
    - \$45-50,000 for gasoline for fiscal year
    - \$100,000 for EdTech.



- The auditors would like confirmation that these expenditures have been approved and discussed in the past. An approval in the meeting minutes is sufficient. This item was tabled and will be on the Agenda for the January meeting as an action item so it can be voted on.
- UFRA and the SFMO will review previous minutes and for comment and previous approval.
- Mr. Pranger advised the Board that UFRA is applying for another AFG grant to purchase a new mobile command training center and possibly a remodel of the current one. They will present additional information to the Board as this process continues.
- Chair Newberg asked if Board Members had further questions relating to this Budget/spending process. There were none.

**Item #8,** Report from Utah Fire Marshal Coy Porter on vacant and expired Fire Prevention Board positions. Report was made by Chief Deputy Black as Fire Marshal Porter was out of town. Names have been submitted for the Board vacancies, and we await a decision from the Governor's office.

**Item #9,** Old Business: None

**Item #10,** New Business:

Chair Newberg:

- Bonneville Chapter of ICC is holding their Annual Fall Educational Conference. The fire track will include hazmat, plan review, essentials of the International Fire Code. CEU credits are available. The event is today through the 14<sup>th</sup> at the West Valley Cultural Center.

**Item #11,** Motion to adjourn by Board Member Cottam, with second by Board Member Phillips. Meeting was adjourned.

**Next meeting will be January 14, 2020 at 8:30 am at the South Salt Lake City Hall, Council Chambers, 220 East Morris Avenue (2430 South), South Salt Lake City, Utah 84115.**